

	MISSOURI DEPARTMENT OF HEALTH AND SENIOR SERVICES CHILD AND ADULT CARE FOOD PROGRAM  EMERGENCY/HOMELESS SHELTERS POLICY & PROCEDURE MANUAL	ISSUED  6/90	REVISED  4/09	CHAPTER  11	SECTION  11.4
CHAPTER Chapter 11. Procurement		SUBJECT Criteria for Awarding the Bid			

Awards for the bid can only be made to responsible contractors that have the potential ability to perform successfully under the terms and conditions of the Invitation for Bid (IFB). Consideration shall be given to such matters as:

- Contractor integrity;
- Approved and licensed to provide catered meals;
- Compliance with public policy;
- Record of past performance; and
- Financial and technical resources.

Any criteria, other than cost, used to evaluate the bid should be clearly set forth in the IFB. Shelters must document the reason for selecting or rejecting a vendor. If the lowest bid price is not the determining factor, written justification must be maintained showing why one vendor was more beneficial than another to the Program.

Reference: 7CFR226.22(h)(2)